

ARIZONA DEPARTMENT OF EDUCATION

Lisa Graham Keegan
Superintendent of
Public Instruction



STATE OF ARIZONA

School Finance
1535 West Jefferson
Phoenix, Arizona 85007
(602)-542-5695
(602)-542-3099 fax

SCHOOL FINANCE MEMORANDUM 99-33

TO: Transportation Directors
FROM: Shirley Willis
DATE: January 11, 1999
SUBJECT: 1998-99 Transportation Route Report - Due: 12 Days After Your 100th Day

Enclosed is your 1998-99 Transportation Route Report. Before completing the route report, please read the definitions and instructions enclosed.

Please note that a separate form is being provided for information regarding contract miles. If you contract with any individual, company or parties please fill out the Contracted Miles Form with the appropriate information.

District sponsored charter school must fill out a separate route report which should be mailed with your Transportation Route Report. The charter school miles should not be included in the districts transportation miles. If any of the sponsored charter schools have their own buses these buses must be included on a separate bus inventory form (not due until July 15) for the charter school.

The report form is to be completed and returned to School Finance 12 days after your 100th day. Late reports will only be processed as time allows and may not be included in the information sent to you for budget preparation.

If you have any questions please call Shirley at 602 542-8245.

Enclosure

January 11, 1999